

**REGIONAL CONTINUUM OF CARE COUNCIL**  
**JANUARY 30, 2007**  
**MINUTES**

**CALL TO ORDER** at 10:03 AM

**REVIEW MINUTES -**

Review Minutes of last meeting: November 2006: No changes; Approved by consensus.

**PRESENTATION – HMIS AND AHAR**

1. Matt Packard of Father Joe's Villages and John Thelen of the Regional Task Force on the Homeless collaborated to present the 6-month installment of the Annual Homeless Assessment Report for January –June 2006. This report gives a picture of homelessness in the San Diego region. Matt and John reviewed slides of pertinent statistics and trends. The report provides information based on HUD's Universal Data Elements as collected by 15 agencies (8 emergency shelters, 7 transitional housing facilities) in the San Diego Region utilizing ServicePoint or CSTAR. The use of common unique identifiers helps to decrease duplication when integrating the databases from each of the two systems.
2. The report is broken into sub-reports by emergency shelter vs. transitional housing and families vs. singles. Within 6 months: approximately 1700 singles and 500 families in Emergency Shelter; approximately 2800 singles and 1300 families in transitional housing. Total unduplicated count is 5,840 individuals (from families and singles) in emergency and transitional housing.
3. Other noteworthy elements include:  
44% of people reported being disabled (42% unknown)  
Prior living arrangements: 57% of singles and 21% of families came from the street  
Average Length of Stay: 79.73 nights for families and 71.45 nights for singles
4. A letter of intent between FJV and RTFH projects additional reports between the two agencies in the future. It is important for agencies to accurately collect and monitor data, as missing and incomplete data can be cause for concern. Some important points about data entry:
5. Every client should have their information collected relative to all of the Universal Data Elements (i.e., date of birth, social security number, etc.).
6. Program-level data elements must also be collected consistently (i.e., income, destination, etc.)  
Every exiting client must be checked out as appropriate.  
Pay special attention to complete data collection for the following subpopulations:  
Veterans  
Disabled
7. RTFH and FJV will work with agencies individually to help them improve their data collection and quality by providing data quality reports as a side product of integrating the databases. The timeline is as follows:  
Data Quality Reports to Agencies: 2/2007

Data Corrected: 4/2007

Final Check of Data: 8/2007

8. RTFH noted that HUD does not yet mandate this report, but that it would likely become a requirement in the future. They also noted that this information overshadows the point-in-time numbers, but that it is important to note that it only reports on 75% of the beds in the San Diego region, and that it only reports on clients seeking services.
9. The AHAR report is available online at:  
[www.fatherjoesvillages.org](http://www.fatherjoesvillages.org)  
[www.rtfhsd.org](http://www.rtfhsd.org)  
Or by contacting the agencies directly:  
Matt Packard, FJV: 619-446-2126  
Deborah Lester, RTFH: 858-636-4152

### **CONTINUING ACTION ITEM**

1. Steering Committee Nominations Ballot  
Members nominated their choices for the seats and corresponding Type of Seat to be represented on the Steering Committee. Nominations can be made up until February 27th, at which time the RCCC will vote on their choices. It was moved that nominees must submit a short statement of qualifications to the RCCC.

### **HUD NOFA**

1. Highlights of General Register – Simmone Ruff
  - i. Simmone gave a presentation on the upcoming NOFA. No official information has been released on the announcement for funding, which typically comes out in December. It has been said that the delay can be attributed to a technical difficulty within HUD offices – Myrna Pascual, San Diego HUD Representative, did not have any information to add to this topic.
  - ii. A Summary of the General Section of the NOFA was supplied.
    1. CoC projects are not yet required to submit applications electronically; this might be the last year such will be the case.
    2. Application packets are available for download
    3. Logic Models have undergone some changes in formatting. Reporting requirements based on the logic models will be provided via satellite broadcast
    4. Ending Chronic Homelessness is a Policy Priority – may want to keep this in mind in preparing your application.
    5. The opportunity for bonus points for permanent housing projects (i.e., Samaritan) depends on the FY07 legislation. The vote will take place on Feb. 5<sup>th</sup>. Members were encouraged to contact their local representatives with any feedback or concerns regarding this legislation, specific to McKinney Vento projects. CSH also sent out a form letter for HUD non-McKinney projects.
    6. An announcement was made that the new HUD Representative in LA would be William Ward. He will be the representatives for SHP Projects and the San Diego Region overall.

- iii. Actions for Members to take now:  
New NOFA distributed and draft CoC Application
1. Read general section
  2. Review draft application
  3. Review subpopulation information
  4. It is strongly suggested that organizations register on Grants.gov
    - a. For Intent to Submit, a DUNS # and evidence of registration on grants.gov will be required.
  5. It is suggested that applicants review their prior years' materials because of the condensed timeline we are faced with this year
    - a. Technicals and Applications will essentially be completed at the same time
  6. It is recommend that the City renewal be submitted for a one-year term; County renewals can be submitted for 2-3 years of funding (approval depends upon rating and ranking).
  7. Pat Leslie will distribute the Intent to Submit form by 2/9/07. Providers were reminded that it is their responsibility to track the renewal process for applications.

## **SUBCOMMITTEE REPORTS**

### **1. Legislative Advocacy**

- This month's report is lengthy because a report was not submitted in December. Many new reports and publications are available.
- There are opportunities to present at the upcoming Housing California conference.
- Gov. Schwarzenegger is proposing changes to the state CalWORKS program – see summary for a bullet list. The state 10-Year Plan to End Chronic Homelessness has not yet been released.
- Sen. Gil Cedillo has introduced SB2, a bill proposing the addition of emergency shelters and special needs facilities to the provision prohibiting localities from disapproving permits based on type of facility. This is a reintroduction of this bill.
- Lincoln Middle School has been announced as a potential shelter for inclement weather; however some information has surfaced relative to its permitting/zoning that may preclude that opportunity. Vista has the highest poverty rate in the region.
- Escondido Shelter Status: Salvation Army is being asked to house the shelter at their facility. Due to issues related to liability, this is probably not a feasible option. At this point the future of the shelter is unclear. Salvation Army is working with the City to find a location. The shelter closed 1/26/07.
- A motion was made to send a letter requesting that 50% of additional MHSA funds be allocated to housing. This letter was already drafted and approved by the Steering Group.
- A concern was raised that AB2034 funds may be cut and MHSA viewed as 'replacement' funds. There is currently a \$47 million

gap for planned units. The terms in MHSA does not allow this funding to supplant cut AB2034 funds – which support 260 people in SD. Language in a letter, would be included in the letter to address that. The motion was moved, seconded and carried (with 4 abstaining).

2. Homeless Representative Task Group

No report

3. Steering Committee

Working on restructuring and organization of the committee. Will include components such as Goal Tracking and Data Quality.

For PTECH and other groups in the committee, it was decided in October/November that a representative was needed to identify new resources for the RCCC relative to training and support in application preparation. A proposal has been submitted to the Homeless Working Group at San Diego Grant Makers.

4. Population Estimate/Data Committee (John Thelen)

The Enumeration is scheduled for 2/23 – training on 2/14 at United Way. Volunteers are needed. Call Keifer Rich for more information: 858-636-4166.

If you are a service provider with a congregate site (i.e., meal line), call Keifer Rich (858-636-4166) to coordinate quality control surveys. Volunteers for surveys are preferably those who have experience working first hand with clients. John said that the numbers in the quality control count are very important because they can play a part in SHP applications, etc.

5. Manual Preparation Group (Dolores Diaz) Meeting – 1/30/07 (after RCCC)

6. PTECH Update (Hannah Cohen)

Mayor Sanders would like the county to participate in appointing a chair for the PTECH Implementation Council. Other chairs will represent other interests. It was suggested that Doug Sawyer be contacted in order to get an update on the process.

**OTHER ITEMS/ANNOUNCEMENTS**

1. US Interagency Council on the Homeless providing an educational forum on Supportive Housing for the benefit of a TACHS project in District 4. The project is facing significant opposition, and the presentation is meant to help educate the county on supportive housing. CSH planned to attend. Would constitute 41 S+C units and 20 affordable units.
2. SDYCS hosting 35<sup>th</sup> Street Open House 2/7 from 10 a.m.-12 p.m. Units for former foster care youth. Mayor Sanders will be at the ribbon cutting. The project was made possible by a combination of public and private funds.

3. Last year's rating and ranking participants can expect to be contacted in the next month. All are welcome to participate – even those with applications.
4. Project Connect: John Thelen will schedule a recap meeting by 2/2, where they will talk about future location, etc.
5. Townspeople: 51<sup>st</sup> Street project will be nearly fully occupied by 2/1. Project utilized Prop 46, SDHC, HOME)
6. Peggy Goldstein's last day is 1/31 – she will be available as a resource for SHP process. There are plans in the works to honor her participation.
7. Eligible Costs for Administration: Summary sheet distributed with eligible costs for administration of SHP grants. William Ward will be scrutinizing operating costs in his review of currently funded projects.
8. New APR: Permanent Housing projects have to report for 20 years. It is unknown at this time whether prior year projects are grandfathered into this clause.
9. Interfaith Shelter Network: 3/3/07 Women's Resource Fair
10. Penasquitos Canyon Crime: To support the farmworkers who were victims of crime in the Penasquitos Canyon, send support to Migrant Ministry at Interfaith Shelter.
11. CSH: The first Prop 1C NOFA has been released - \$190 million for Permanent Supportive Housing

**NEXT MEETING  
TUESDAY, FEBRUARY 27, 2007; 10:00 AM,  
National University  
9388 Lightwave Ave, San Diego, CA**